

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, March 17, 2020 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley, ND with Commissioners Trudy Ruland, Joan Hollekim, Daniel Uran, Garry Jacobson and Wayne Olson present. Also present was States Attorney, Wade Enget.

Chairman Ruland called the meeting to order.

2. BUSINESS

A. AGENDA

Moved by Comm. Hollekim, seconded by Comm. Olson, to review and approve the agenda. Upon roll call, all present voted yes. Motion carried.

B. MINUTES

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the minutes of the March 3, 2020 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. BILLS

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the bills totaling \$225,381.98. Upon roll call, Ruland, Olson, Hollekim, Uran, and Jacobson voted yes. Motion carried. (A complete list of bills is posted on a regular basis on the Mountrail County website @ [www.co.mountrail.nd.us](http://www.co.mountrail.nd.us) under the County Commissioner heading.)

**APPROVED 03/17/2020 - PAYMENT 03/17/2020**

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
98546	ACME TOOLS	74.16
	COUNTY ROAD & BRIDGE FUND	74.16
98547	ADVANCED BUSINESS METHODS	106.25
	COUNTY ROAD & BRIDGE FUND	106.25
98548	AMERIPRIDE LINEN & APPAREL SERVICES	466.97
	GENERAL FUND	466.97
98549	ARMOR INTERACTIVE	7,409.74
	GENERAL FUND	7,409.74
98550	BHG INC	558.51
	GENERAL FUND	128.40
	COUNTY ROAD & BRIDGE FUND	430.11
98551	BROSZ ENGINEERING, INC	17,030.00
	COUNTY ROAD & BRIDGE FUND	17,030.00
98552	CARD SERVICES	104.89
	GENERAL FUND	104.89
98553	CARQUEST OF STANLEY	1,777.15
	COUNTY ROAD & BRIDGE FUND	1,777.15
98554	CAWS NORTH DAKOTA	7,049.07
	GENERAL FUND	7,049.07
98555	CDW GOVERNMENT	331.21
	GENERAL FUND	331.21
98556	CITY OF NEW TOWN	52.00
	COUNTY ROAD & BRIDGE FUND	52.00

98557	COUNTIES PROVIDING TECHNOLOGY GENERAL FUND	3,453.88 3,453.88
98558	DAKOTA DRUG CO GENERAL FUND	23.46 23.46
98559	DEAN MARMON GENERAL FUND	40.00 40.00
98560	DEANS DISTRIBUTING COUNTY ROAD & BRIDGE FUND	141.90 141.90
98561	DIRTY DIESEL REPAIR GENERAL FUND	500.00 500.00
98562	FARMERS UNION LUMBER CO COUNTY ROAD & BRIDGE FUND	108.28 108.28
98563	FARMERS UNION OIL CO-PLAZA GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,592.73 299.52 1,293.21
98564	GAFFANEYS OF MINOT INC GENERAL FUND	16.82 16.82
98565	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	32,699.55 32,699.55
98566	HENNESSY/JIM GENERAL FUND	247.95 247.95
98567	HOME OF ECONOMY COUNTY ROAD & BRIDGE FUND	89.98 89.98
98568	INDIGO SIGNWORKS, INC GENERAL FUND	934.50 934.50
98569	INFORMATION TECHNOLOGY DEPT GENERAL FUND	6,540.10 6,540.10
98570	JPMORGAN CHASE BANK NA GENERAL FUND COUNTY ROAD & BRIDGE FUND	5,296.02 4,095.93 1,200.09
98571	K SQUARED ELECTRIC INC GENERAL FUND	315.59 315.59
98572	KRONOS SAASHR INC GENERAL FUND	613.93 613.93
98573	LARSON'S TIRE SERVICE GENERAL FUND	73.31 73.31
98574	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	53.04 53.04
98575	MARTIN/AMANDA GENERAL FUND	211.01 211.01
98576	MCKESSON MEDICAL-SURGICAL GENERAL FUND	197.52 197.52
98577	MEIERS OIL INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	4,141.39 30.57 4,110.82
98578	MENARDS - MINOT GENERAL FUND	301.64 301.64
98579	METROPOLITAN COMPUNDS INC	611.69

	GENERAL FUND	611.69
98580	MIDSTATE TELEPHONE CO	3,624.22
	GENERAL FUND	3,439.71
	COUNTY ROAD & BRIDGE FUND	114.43
	COUNTY AGENT FUND	38.31
	WEED CONTROL FUND	31.77
98581	MINOT RESTAURANT SUPPLY CO	80.54
	GENERAL FUND	80.54
98582	MOUNTRAIL COUNTY HEALTH CENTER	200.00
	GENERAL FUND	200.00
98583	MOUNTRAIL COUNTY JUDGING CLUB	230.22
	GENERAL FUND	230.22
98584	MOUNTRAIL COUNTY PROMOTER	1,870.59
	GENERAL FUND	1,870.59
98585	MRC GLOBAL (US) INC.	1,859.46
	COUNTY ROAD & BRIDGE FUND	1,859.46
98586	NAPA	927.77
	COUNTY ROAD & BRIDGE FUND	927.77
98587	NAPA AUTO PARTS	178.35
	COUNTY ROAD & BRIDGE FUND	178.35
98588	ND ASSOCIATION OF COUNTIES	1,570.37
	E 911 EMERGENCY/WIRELESS FUND	1,570.37
98589	ND COUNTY RECORDERS ASSN	200.00
	GENERAL FUND	200.00
98590	ND 911 ASSOCIATION	25.00
	GENERAL FUND	25.00
98591	NORTH AMERICAN TRAILER SALES, LTD	3,988.55
	COUNTY ROAD & BRIDGE FUND	3,988.55
98592	NORTHERN BRAKE SERVICE	776.01
	GENERAL FUND	776.01
98593	NORTHWEST COMMUNICATIONS COOP	129.00
	E 911 EMERGENCY/WIRELESS FUND	129.00
98594	OFFICE DEPOT INC	1,236.68
	GENERAL FUND	1,172.54
	COUNTY ROAD & BRIDGE FUND	64.14
98595	OTTER TAIL POWER CO	148.93
	COUNTY ROAD & BRIDGE FUND	148.93
98596	PAPPA/STEPHANIE	274.95
	GENERAL FUND	274.95
98597	PARKS/EJ	978.48
	GENERAL FUND	978.48
98598	PEARL VALLEY OILFIELD SERVICE & RENTALS	130.00
	COUNTY ROAD & BRIDGE FUND	130.00
98599	PINNACLE	27,856.07
	COUNTY ROAD & BRIDGE FUND	27,007.54
	HUMAN SERVICE ZONE	848.53
98600	PLAZA OK HARDWARE	139.72
	COUNTY ROAD & BRIDGE FUND	139.72

98601	POMP'S TIRE SERVICE COUNTY ROAD & BRIDGE FUND	1,270.59 1,270.59
98602	PRAIRIE FORD, INC. GENERAL FUND	461.83 461.83
98603	QUADIENT FINANCE USA INC GENERAL FUND	755.74 755.74
98604	R & T WATER DISTRICT COUNTY PARKS FUND	45.00 45.00
98605	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	3,349.63 3,349.63
98606	RESERVATION TELEPHONE GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	2,160.61 1,925.46 116.22 118.93
98607	RYAN GMC COUNTY ROAD & BRIDGE FUND	1,960.89 1,960.89
98608	SAFARI FUELS #103 GENERAL FUND	511.87 511.87
98609	SATERMO TRUSTWORTHY HARDWARE GENERAL FUND	12.58 12.58
98610	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	48,058.25 48,058.25
98611	SHARE CORPORATION GENERAL FUND	190.73 190.73
98612	SOURIS RIVER TELECOMMUNICATIONS E 911 EMERGENCY/WIRELESS FUND	170.10 170.10
98613	STANLEY AUTO & TRUCK GENERAL FUND	9.98 9.98
98614	STANLEY PROFESSIONAL BUILDING VETERAN'S SERVICE OFFICER FUND	650.00 650.00
98615	STANTEC CONSULTING SERVICES INC GENERAL FUND	334.00 334.00
98616	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	31.27 31.27
98617	STATE TREASURER E 911 EMERGENCY/WIRELESS FUND	5,433.50 5,433.50
98618	STEINS INC GENERAL FUND COUNTY AGENT FUND	1,269.36 1,223.34 46.02
98619	SUMMIT FOOD SERVICE, LLC GENERAL FUND	4,011.01 4,011.01
98620	SWANSTON EQUIPMENT CORP COUNTY ROAD & BRIDGE FUND	70.07 70.07
98621	THE SIDWELL COMPANY GENERAL FUND	8,856.00 8,856.00
98622	TONY'S TRANSFER COUNTY ROAD & BRIDGE FUND	57.00 57.00
98623	UNITED QUALITY COOPERATIVE	2,383.20

	GENERAL FUND	1,444.55
	COUNTY ROAD & BRIDGE FUND	793.05
	COUNTY PARKS FUND	145.60
98624	US POSTAL SERVICE	76.00
	GENERAL FUND	76.00
98625	VERIZON CONNECT NWF, INC.	847.75
	COUNTY ROAD & BRIDGE FUND	847.75
98626	WALK-N-ROLL	1,747.90
	COUNTY ROAD & BRIDGE FUND	1,747.90
98627	WESTLIE TRUCK CENTER	687.97
	COUNTY ROAD & BRIDGE FUND	687.97
98628	102.9 KWGO-FM	380.00
	COUNTY ROAD & BRIDGE FUND	380.00
	<b>FINAL TOTAL</b>	<b>\$225,381.98</b>

D. FEES

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve January 2020 fees for the Recorder’s Office and February 2020 fees for the Clerk of Court. Upon roll call, Jacobson, Ruland, Olson, Hollekim and Uran voted yes. Motion carried.

E. PAYROLL

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve the Regular Full-time Employee agreement for Justin Johnson from Road & Bridge at a salary of \$3,712.50 per month/\$44,550 per year. Upon roll call, Jacobson, Uran, Ruland, Hollekim, and Olson voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve the Regular Full-time Employee agreement for Darryl Saylor from Road & Bridge at a salary of \$3,712.50 per month/\$44,500 per year. Upon roll call, Uran, Ruland, Hollekim, Olson, and Jacobson voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the Regular Full-time Employee agreement for James Lightner from the Sheriff’s Office at a salary of \$5,141.58 per month/\$61,699 per year. Upon roll call, Hollekim, Uran, Olson, Jacobson and Ruland voted yes. Motion carried.

F. LEASE

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve the Residential Lease on Townhouse 7 for Chelsey Columbus from the Correctional Facility in the amount of \$803.25 per month. Upon roll call, Hollekim, Uran, Jacobson, Olson, and Ruland voted yes. Motion carried.

G. AGREEMENT

Discussion was held on the Mountrail County Council on Aging Contract and updating the language in the contract.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the amended Mountrail County Council on Aging Contract. Upon roll call, Ruland, Hollekim, Jacobson, Uran, and Olson voted yes. Motion carried.

H. VISION ZERO OUTREACH COORDINATOR POSITION

Corey Bristol, Sheriff discussed the importance of the Vision Outreach Coordinator position and stated he would be willing to supervise this person. As a sponsoring agent, Mountrail County will be asked to hire and provide a working location for the coordinator. The position will be a full-time, with full sponsoring-county benefits, however all salary, benefits, travel, and supply expenses will be reimbursed to the county at 100% by grant funds through the NDACo Traffic Outreach Program in partnership with the NDDOT Traffic Safety Division.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve serving as the host county for the Vision Outreach Coordinator position in Mountrail County to educate the public and implement

strategies at the local level to support key functions of the Vision Zero traffic safety initiative. Upon roll call, Hollekim, Uran, Olson, Ruland, and Jacobson voted yes. Motion carried.

I. LIQUOR LICENSE

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the transfer of liquor license to Kubas Investments DBA Belden Chuck Wagon pending the completed application and meeting all requirements. Upon roll call, Uran, Olson, Ruland, Jacobson, and Hollekim voted yes. Motion carried.

J. FINANCIALS

Stephanie A. Pappa, Auditor reviewed the 2020 General Fund Financials.

K. BOARD CONCERNS

Discussion was held on the future meeting dates for all boards. Stephanie A Pappa will contact the Chairmans' for the Park and Planning and Zoning Board to see about rescheduling. Comm. Hollekim discussed the upcoming Census and all the plans in the work.

3. APPOINTMENT SCHEDULED

9:15 A.M.

Discussion was held with Departments Heads concerning the COVID-19 and the plan and policy moving forward. Present for the discussion were Rory Porth, Corey Bristol, Jana Hennessy, Traci Hysjulien, Nichole Degenstein, Karen Babbitt, Candice Grilley, Laurie Johnson, Melissa Vachal, Lori Hanson, Mary Dennis, Sandra Abrahamson, Wayne and Daleen Johnson and Jessica Niemitalo. Jana Hennessy discussed the issues in Europe as reported to her by her family and how coronavirus has progressed. Discussion was held on guidelines from the State to help slow the pandemic and protect employees. Rory Porth stated Armor Interactive does have options for setting up capability of working from home. Temperatures with infrared machines will be taken at all locations before entering all County Buildings.

Discussion was held on the following questions with the board agreeing to the answers as presented. Situations will be addressed and/or reassessed as more information is received from the Federal/State concerning the COVID-19 pandemic.

Question:

I am not able to or am uncomfortable coming into work as a result of the COVID-19 pandemic. I do have a laptop, can I work from home?

Answer:

Employees have the option to work from home if their job allows and they have the technology to do so. All employees shall coordinate working from home with their supervisor.

Question:

I am not able to or am uncomfortable coming into work as a result of the COVID-19 pandemic. I do not have the ability to work from home. Am I required to take leave?

Answer:

First, all employees shall work with their supervisor to see if there is an option for flexible scheduling. If not, you would be required to take leave. If you do not have leave available, this would be considered leave without pay.

Question:

Can I send an employee, who is exhibiting symptoms, home?

Answer:

Yes, this has always been policy. Employees can be sent home if they are exhibiting symptoms, Supervisors may request that the employee work from home if they are able.

If not, employees would be required to take leave. If they do not have leave available they would be considered leave without pay.

Question:

If I live with someone who is exhibiting symptoms (cough, fever), but I am not exhibiting symptoms, do I need to stay home too?

Answer:

Contact your supervisor. This situation will need to be handled on a case-by-case basis. We want to be mindful of risk and opportunities for "community transmission" but recognize that this will be situation-dependent.

Question:

Should I cancel in-state travel for work related purposes?

Answer:

If possible, all in-state travel should be postponed or scheduled using a Skype or TEAMS meeting.

Question:

If I have recently traveled out of state in any way (Airplane, bus, car, etc.) are there special precautions I need to take before returning to work?

Answer:

Employee shall conduct the self-screen published by the Department of Health and work from home for 7 calendar days from the date of return, self-monitoring for symptoms (cough, fever). At the end of the 7 days, employee will contact supervisor before returning to work. If you are not able to work from home you will be required to take leave.

Question:

If I have recently been in contact with someone I know has been out of state are there special precautions I need to take before returning to work?

Answer:

Employee shall conduct the self-screen published by the Department of Health and work from home for 7 calendar days from the date of return, self-monitoring for symptoms (cough, fever). At the end of the 7 days, employee will contact supervisor before returning to work. If you are not able to work from home you will be required to take leave.

Question:

I have recently traveled out of country or been in face to face contact with someone who has traveled out of the country, are there special precautions I need to take before returning to work?

Answer:

Employees shall conduct a self-screen published by DOH and work from home for 14 calendar days from date of return, self-monitoring for symptoms (cough, fever). At the end of the 14 days, employees will contact supervisor before returning to work. If you are not able to work from home, you will be required to take leave.

Moved by Comm. Hollekim, seconded by Comm. Uran, to allow vacation time to go 14 days in the negative balance for child care purposes due to the COVID-19 through April 7th, 2020. Upon roll call, Hollekim, Ruland, Uran, Jacobson and Olson voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to allow supervisors to approve unpaid leave if necessary due to COVID-19 through April 7th, 2020. Upon roll call, Olson, Ruland, Hollekim, Uran, and Jacobson voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to require an employee to remain away from the workplace for 7 days if employee or employee family (that you have contact with) travels out of state and 14 days for out of country travel or exposure except if work related for emergency reasons. Upon roll call, Olson, Uran, Hollekim, Ruland and Jacobson voted yes. Motion carried

Moved by Comm. Hollekim, seconded by Comm. Jacobson, to allow accessing of Kronos on computers or cell phones through April 7<sup>th</sup>, 2020. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to adopt the Health Emergency Declaration for Mountrail County with recommended changes and declare a state of health emergency caused by the COVID-19 pandemic. Upon roll call, Ruland, Olson, Uran, Hollekim and Jacobson voted yes. Motion carried.

9:30 A.M.

Chairman Ruland opened the 9:30 A.M. public hearing to receive comments on the zoning request filed by Curtis & Leslie Trulson, landowners for an amendment to change land zoned agricultural to industrial for the purpose of storage for wind farm equipment on a 19.99 acre, more or less, tract of land described as Outlot 3 of the SW¼ of Section 23, Township 156 North, Range 92 West (**Ross Township**). No one appeared for the zoning request filed by Curtis & Leslie Trulson.

Stephanie A Pappa, Planning & Zoning Administrator, presented the information from the February 24, 2020 Planning & Zoning Commission recommending to the Mountrail County Commissioners to approve the zoning request filed by Curtis & Lesley Trulson, landowners for an amendment to change land zoned agricultural to industrial for the purpose of storage for wind farm equipment on a 19.99 acre, more or

less, tract of land described as the Outlot 3 of the SW¼ of Section 21, Township 156 North, Range 92 West (**Ross Township**) as Curt & Lesley Trulson, landowners have met all criteria as set forth in Article IV, Section III, of the Mountrail County Zoning Ordinance and is further contingent upon Curt & Lesley Trulson, landowners complying with all other terms and conditions of the Mountrail County Zoning Ordinance.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the zoning request filed by Curtis & Lesley Trulson, landowners for an amendment to change land zoned agricultural to industrial for the purpose of storage for wind farm equipment on a 19.99 acre, more or less, tract of land described as the Outlot 3 of the SW¼ of Section 21, Township 156 North, Range 92 West (**Ross Township**) as Curt & Lesley Trulson, landowners have met all criteria as set forth in Article IV, Section III, of the Mountrail County Zoning Ordinance and is further contingent upon Curt & Lesley Trulson, landowners complying with all other terms and conditions of the Mountrail County Zoning Ordinance. Upon roll call, all present voted yes. Motion carried.

9:35 A.M.

Ron Dazell with CSI was present for the hearing.

Chairman Ruland opened the 9:35 A.M. public hearing to receive comments on the zoning request filed by Oilfield Rentals Inc. with concurrence from Drew Molstad, landowner for an amendment to change land zoned industrial to commercial for the purpose of a welding shop on a 9.91 acre, more or less, tract of land described as Outlot 1 of the SE¼ less Sublot A of Outlot 1 of the SE¼ of Section 23, Township 156 North, Range 92 West (**Ross Township**).

Stephanie A Pappa, Planning & Zoning Administrator, presented the information from the February 24, 2020 Planning & Zoning Commission recommending to the Mountrail County Commissioners to approve the zoning request filed by Oilfield Rentals Inc. with concurrence from Drew Molstad, landowner for an amendment to change land zoned industrial to commercial for the purpose of a welding shop on a 9.91 acre, more or less, tract of land described as Outlot 1 of the SE¼ less Sublot A of Outlot 1 of the SE¼ of Section 23, Township 156 North, Range 92 West (**Ross Township**) as Oilfield Rentals Inc. with concurrence from Drew Molstad, landowner has met all criteria as set forth in Article IV, Section III, of the Mountrail County Zoning Ordinance and is further contingent upon Oilfield Rentals Inc. with concurrence from Drew Molstad, landowner complying with all other terms and conditions of the Mountrail County Zoning Ordinance.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the zoning request filed by Oilfield Rentals Inc. with concurrence from Drew Molstad, landowner for an amendment to change land zoned industrial to commercial for the purpose of a welding shop on a 9.91 acre, more or less, tract of land described as Outlot 1 of the SE¼ less Sublot A of Outlot 1 of the SE¼ of Section 23, Township 156 North, Range 92 West (**Ross Township**) as Oilfield Rentals Inc. with concurrence from Drew Molstad, landowner has met all criteria as set forth in Article IV, Section III, of the Mountrail County Zoning Ordinance and is further contingent upon Oilfield Rentals Inc. with concurrence from Drew Molstad, landowner complying with all other terms and conditions of the Mountrail County Zoning Ordinance. Upon roll call, all present voted yes. Motion carried.

9:40 A.M.

Aaron Skarsgard with Mountrail County Weather Modification Authority Board met with the Board to discuss the Resolution for the creation of the County Weather Modification Authority for an additional five year period. A letter was received from the Mountrail County Weather Modification Authority Board supporting the adoption of a new resolution with the elimination of the paragraph pertaining to Mountrail County's resolution being null and void if the counties of Ward or McKenzie withdrew from the Weather Modification Program.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve a new Resolution authorizing the creation of the Mountrail County Weather Modification Authority for an additional five year period beginning April 1, 2020 and ending March 30, 2025. Upon roll call, all present voted yes. Motion carried.

9:50 A.M.

Karen Babbitt, Building Supervisor along with Jason Yoder, Yoder Electric met with the board to discuss the lighting replacements at the South Complex. Jason Yoder discussed the different options for the lighting replacements. More discussion will be held at the next commissioner meeting with quotes on the cost of labor along with replacement of lighting fixtures.

Karen Babbitt discussed the cleaning of the County rentals by staff of the County Buildings Department upon vacation of lessee. It was agreed that Supervisor Babbitt submit hours worked by staff to the County Auditor with the County Auditor in charge of making any necessary deductions to the deposit for cleaning services before releasing deposit to lessee.

10:00 A.M.

Lori Hanson, Tax Director met with the board to discuss two quotes for a 2020 F150 Ford Pickup from Westlie Ford and Prairie Ford and three abatements. Also present was Matt Evans with Prairie Ford. Matt Evans discussed buying local and the governmental buy down that is included in the quote.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve purchasing the 2020 F150 Ford Pickup from Prairie Ford in the amount of \$35,900. Upon roll call, Hollekim, Jacobson, Olson, Uran and Ruland voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the abatement for Parcel #14-90000200 for the 2018 tax year as recommended by Tax Director Hanson due to mobile home being destroyed by a storm. Upon roll call, Hollekim, Uran, Ruland, Olson, and Jacobson voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the abatement for Parcel #14-90000200 for the 2019 tax year as recommended by Tax Director Hanson due to mobile home being destroyed by a storm. Upon roll call, Uran, Ruland, Olson, Hollekim, and Jacobson voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Jacobson, to approve the abatement for Parcel #14-9000200 for the 2020 tax year as recommended by Tax Director Hanson due to mobile home being destroyed by a storm. Upon roll call, Ruland, Olson, Hollekim, Uran and Jacobson voted yes. Motion carried.

10:20 A.M.

Melissa Vachal, Recorder met with the board to request amending the 2020 Recorder's Budget to allow participation in the work experience program at the Stanley High School. The program will allow seniors to apply for the job training program and work during school hours. The Commissioners approved moving forward with this program. The salary and guideline for the internship program will be discussed at the next HR Advisory Committee meeting. More discussion will be held on the work experience program and amending the 2020 budget if needed after the HR Advisory Committee meets and makes recommendation to the Board. Recorder Vachal also gave an update on the IDOC program.

10:30 A.M.

Nichole Degenstein, Human Resource Director met with the board to discuss the Mountrail County Employee Handbook policy addition #520 Credit Card Policy. Director Degenstein also discussed the Village Business Institute Contract along with an unpaid time off request. The Board agreed to the proposed credit card policy should be changed to require use of the County credit card for pre-planned out-of-state travel. The policy will be brought back at the next commissioner meeting.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve signing the three year contract for the Village Business Institute for the Employee Assistance Program. Upon roll call, Hollekim, Uran, Olson, Ruland and Jacobson voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve 2.5 hours of unpaid leave for Brandi Gillespie. Upon roll call, Hollekim, Ruland, Uran, Olson and Jacobson voted yes. Motion carried.

10:45 A.M.

Jana Hennessy, Engineer met to discuss Road & Bridge. Also present were Craig Mizera HDR Engineering; Jeff Ebsch with Brosz Engineering; Charlie Sorenson, Debing Township Supervisor;

1. 96<sup>TH</sup> AVE NW-PROJECT UPDATE

Engineer Hennessy along with Jeff Ebsch with Brosz Engineering discussed the appeal of the Jurisdictional Determination with the Corps of Engineers for 96<sup>th</sup> Ave NW. The recommendation of the Corp is to not move forward with the Notice to Proceed to Farden Construction because this may jeopardize receiving a Section 404 Permit.

Moved by Comm. Olson, seconded by Comm. Uran, to approve an extension for Farden Construction to November 1, 2020 for the 96<sup>th</sup> Ave NW Project. Upon roll call, Uran, Ruland, Hollekim, Olson and Jacobson voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve hiring a contractor for the removal of trees on the ROW for the 96<sup>th</sup> Ave NW Project. A change order will be done to reduce Farden’s contract for the tree removal done by another contractor. Upon roll call, Hollekim, Ruland, Olson, Jacobson and Uran voted yes. Motion carried.

2. 76<sup>th</sup> AVE NW/CR 3 & CR 4

Discussion was held on the current status and options regarding the Corps of Engineers the 404 Permit pertaining to CR3 Project 03(76)19 and CR4 Project 04(74)19.

Moved by Comm. Jacobson, seconded by Comm. Hollekim, to approve waiting until May to submit the 404 Permit on 76<sup>th</sup> Ave NW/CR 3 Project 03(76)19 and CR4 Project 04(74)19 in order to use USACE new guidelines for jurisdictional determination. Upon roll call, Hollekim, Ruland, Jacobson, Uran, and Olson voted yes. Motion carried.

3. CR 19-Project 19(89)19

Engineer Hennessy met to discuss the Amendment to Agreement for Engineering Services for Engineering Services with HDR Engineering for CR 19 Reconstruction.

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve signing the Amendment to Agreement for Engineering Services with HDR Engineering on CR 19 Reconstruction. Upon roll call, Hollekim, Ruland, Jacobson, Uran and Olson voted yes. Motion carried.

4. ADJOURN

The Board adjourned at 1:20 P.M. to meet in special session on Thursday, March 19, 2020 at 8:00 A.M. Accepted and approved this 7<sup>th</sup> day of April, 2020.

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Trudy Ruland, Chairman

Mountrail County Commissioner

\_\_\_\_\_  
Stephanie A. Pappa

Mountrail County Auditor